

AATCC Website Privacy Notice

This Privacy Notice describes our general principles for the collection and use of personal information for both AATCC members and nonmembers. The protection and proper use of the information you submit to us is of primary importance to AATCC.

Collection of Data

You can use the AATCC website without disclosing your personal data. You are not required to provide personal information as a condition of using our site, except as may be necessary to provide you a product or service at your request ([“AATCC Accounts”](#)).

When you use our website, data may be stored for various security purposes. This data may include the name of your Internet service provider, the website that you used to link to our site, the web sites that you visit from our site, and your IP address. This data is not used to identify users, unless we are legally required to do so. We do use the data from time to time for internal statistical purposes only, to deliver products and services to you through our shopping cart, and to gather broad demographic information.

Collection and Processing of Personal Data

We collect personal data only when you provide it to AATCC, through event registration, completion of forms, surveys, or e-mails, as part of an order for products or services, inquiries or requests about materials being ordered, and similar situations in which you have chosen to provide the information ([“AATCC Accounts”](#)). Information collected during the online shopping process is used to process your order and to facilitate your relationship with AATCC. Financial information collected from you is used only to bill

you for the products and services that you have requested. The database and its contents remain under our control or stay with data processors or servers acting on our behalf and responsible to us.

All personal information collected from AATCC members is only accessible to other individual and corporate AATCC members and staff. This is a benefit offered to AATCC members that allows them to contact other members for professional engagement. AATCC members can revoke permissions to make this information available to other members at any time. Nonmembers information is only accessible to AATCC staff. It may also become accessible to our Association Membership Software (AMS) vendor [Impact Solutions](#) from time-to-time, but only for maintenance issues and to improve the quality of our customer services.

In cases when personal data is provided to others to provide you products or services you have requested, or for other purposes you have authorized, we rely on technical and organizational means to assure that applicable data security regulations are followed.

Your personal data will not be passed on by us for use by third-parties in any form whatsoever, unless we have obtained your personal consent, or we are legally required to do so. Participation in AATCC readership or other surveys through [Survey Monkey](#) or other vendors are limited to members, registered participants of AATCC programs, or purchasers of AATCC products or services. Information on subscribers to AATCC publications is shared with [Ingenta Connect](#), our publication distribution partner. Also, information from authors submitting manuscripts for AATCC publications are stored at

[Allen Press](#) through their Peer Track system to manage our peer review editorial process. Personal information submitted through the [AATCC Resource Center](#) is sent only to the companies providing the information downloaded by the user, and user opt-in on this page is required to do so. This intended use is stated on this particular web page. All data acquired by this system is removed from the AATCC webserver after 120 days.

AATCC Accounts

Acceptance of Account Terms

By purchasing any AATCC products or services, or signing up for any AATCC educational program or to receive any AATCC publication, you agree to be bound by these Account Terms. If you are a resident of a country within the European Economic Area, you agree that, by creating or using an AATCC Account and purchasing an AATCC product, service, educational program registration, or publication, you consent to the use and retention of your personal data, but this does not affect your right to stop using your AATCC Account at any time ([Right of Cancellation](#)).

Establishing an AATCC Account

You will need to supply certain information, including, but not limited to, your credit card number or other payment account number, and your billing address ("Personal Financial Information"). You must be (a) at least eighteen (18) years of age, or the age of majority in your country; and (b) have the legal right to use the payment methods selected by you for use with your AATCC Account. We may use and disclose any Personal

Financial Information you disclose, including, but not limited to, providing such information to third parties for the purposes of order fulfillment and payment processing. You also understand and acknowledge that AATCC may use a third-party payment processor to process credit card payments on its behalf, and when you supply Personal Financial Information in connection with a purchase or rental, you agree that AATCC is not responsible for the security of such information when it is in the control of the third-party payment processor.

You agree that all Personal Financial Information or other information you provide to us will be (a) accurate, current, and complete; (b) promptly updated when there is a change; and (c) your own information and not that of another individual. If you provide any information that is untrue, inaccurate, or incomplete, or we have reasons to suspect that such information is untrue, inaccurate, or incomplete, we retain the right to suspend or terminate any AATCC Account you establish and/or to refuse any or all current or future use of the AATCC Account.

Do not reveal your AATCC Account information to anyone, including your Personal Financial Information, or password. You acknowledge and agree that you are solely responsible for maintaining the confidentiality of your AATCC Account, login ID, and password, and for all activities that occur on or through your AATCC Account. You agree to immediately notify AATCC of any unauthorized use of your AATCC Account, or any other security breach involving your AATCC Account. You agree that AATCC will

not be responsible for any losses arising out of any unauthorized use of your AATCC Account.

Changes to Account Terms

AATCC may amend the Account Terms, or AATCC's Conditions of Use or Privacy Notice at any time, at its discretion. Such amendments shall be effective immediately upon posting of the amended documents on AATCC's website. At its discretion, AATCC may also choose to notify you of any changes via email you provided in your AATCC Account.

You agree to provide accurate and complete information when you establish your AATCC Account, and you agree to promptly update your account information (including contact information) to keep it accurate and complete. You can do this at any time by signing in to your AATCC Account. Following the posting or notice by any of the methods described above, continued use of any device linked to your AATCC Account means you accept and agree to the amended Account Terms. If you do not agree to the amended Account Terms, you may not be able to continue using your AATCC Account.

Purposes of Use

The data we collect will only be used for the purpose of supplying you with the requested products or services or for other purposes for which you have given your consent, except where otherwise provided by law.

Right of Access and Correction

You have the right to review and amend any personal data stored in our system if you believe it may be out of date or incorrect. You may access and update this information by e-mailing the [Membership Department](#) or by contacting the Data Protection Officer at the address below.

Right of Cancellation

You have the right at any time to withdraw your consent to the use of your personal data in the future. You also have the right to request access to, and rectification or erasure of, personal data, or restrictions of processing concerning the data subject, or to object to processing, as well as the right to data portability. Again, just send an e-mail to the [Membership Department](#) or contact the Data Protection Officer at the address below.

Data Retention

Individual and corporate AATCC member data are stored and maintained permanently, and are available to AATCC staff. Member contact information is available to other AATCC members, unless the member requests that this information not be displayed to other AATCC members. AATCC members can request that their personal information be removed from our system upon deactivation of their membership. Otherwise, we only retain personal data for as long as is necessary for us to render a service you have requested or to which you have given your consent, except where otherwise provided by law.

Use of Cookies

Cookies are small text files that are stored in the visitor's local browser cache. Using such cookies, it is possible to recognize the visitor's browser to optimize the website and simplify its use. Data collected via cookies will not be used to determine the personal identity of the website visitor.

Cookies Used on this Website

Double Click (for one advertisement), GoDaddy Site Seal, Google Custom Search Engine, YouTube, Wordpress Cookie Notice plugin, and Google Analytics.

Security

AATCC has security measures in place to help prevent the loss, misuse, and alteration of the information under our control. AATCC has a secure on-line order system that utilizes SSL technology. AATCC's Membership Services Site is a Verified & Secure Site that uses a GoDaddy Seal to offer proof of identity, to enable secure communications, and to encrypt transactions with Site visitors through their Web browser connections. The Site can be verified by GoDaddy.

Contacts

If you have any problems or questions, please contact the Publications & Membership Director below, the [Membership Department](#), or the [Webmaster](#).

[Maria Thiry](#)

AATCC Publications & Membership Director

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